CiteClock

SAMPLE · Abatement certification packet

Sample Manufacturing Co. (fictional)

100 Example Way, Anytown, OH 44000

Sample inspection SAMPLE-2026 · citation issued Nov 2, 2026

For: the OSHA Area Office listed on your citation

Prepared Thursday, November 19, 2026

4	4	0	7
Cited items	Confirmed corrected	No certification needed	Evidence files

4 cited items · 4 confirmed corrected by the employer · 7 evidence files

This is a SAMPLE. The employer, corrections, photos, receipts and records in it are fictional examples that show what a finished CiteClock packet looks like. The inspection, citation items and dates are fictional. It is not a real employer's certification and must not be submitted to OSHA.

Independent software. Not affiliated with OSHA. Not legal advice.

Prepared with CiteClock using example information to show the packet format.

SAMPLE

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Items at a glance

Every cited item, where its date comes from, and where it stands. Only items the employer confirmed as corrected are included for certification below.

Item	Standard	Type	Abatement date	Status	Files
Cit. 1, Item 9	29 CFR 1910.132(a)	Serious	Nov 20, 2026 (sample citation)	Confirmed corrected Nov 17, 2026 · signature needed	2
Cit. 1, Item 11	29 CFR 1910.212(a)(1)	Serious	Nov 13, 2026 (sample citation)	Confirmed corrected Nov 12, 2026 · signature needed	2
Cit. 1, Item 13	29 CFR 1910.307(c)(2)(i)	Serious	Nov 20, 2026 (sample citation)	Confirmed corrected Nov 18, 2026 · signature needed	2
Cit. 1, Item 14	29 CFR 1910.1200(h)(3)(ii)	Serious	Nov 20, 2026 (sample citation)	Confirmed corrected Nov 16, 2026 · signature needed	1

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1

Abatement certification

Only the items you confirmed as corrected are listed for certification below.

To: Area Director, at the OSHA Area Office listed on your citation
Address: as printed on your citation

Sample Manufacturing Co. (fictional)
100 Example Way, Anytown, OH 44000

The hazards referenced in Inspection Number SAMPLE-2026 for the violations identified below were corrected as follows:

Citation 1, Item 9 was corrected on November 17, 2026 by: completed a written PPE hazard assessment for the melt and casting area, issued face shields, aluminized gloves and jackets to the pour crew, and trained the 14 employees on their use and care

Citation 1, Item 11 was corrected on November 12, 2026 by: installed a fixed barrier guard and a light curtain at the point of operation of the press brake, and tested the emergency stop with maintenance

Citation 1, Item 13 was corrected on November 18, 2026 by: had a licensed electrician replace the light fixtures and junction box in the classified area with equipment approved for that class of location

Citation 1, Item 14 was corrected on November 16, 2026 by: trained all 22 production employees on the physical and health hazards of the chemicals in their work areas and on reading labels and safety data sheets

I attest that the information contained in this document is accurate and that the affected employees and their representatives have been informed of the abatement.

Signature _____

Typed or printed name: Jordan Example

Title: Plant Manager (fictional)

Date _____

Signed by the employer or an authorized representative. CiteClock never signs or certifies for you.

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2

Citation 1 · Item 9

29 CFR 1910.132(a) · Serious

Serious item under 29 CFR 1910.132(a)

Abatement date (per the fictional citation): Nov 20, 2026 · certification generally due Nov 30, 2026 (estimate)
Public record: No abatement completion recorded in the public data.

Employer confirmation: corrected on Nov 17, 2026 by completed a written PPE hazard assessment for the melt and casting area, issued face shields, aluminized gloves and jackets to the pour crew, and trained the 14 employees on their use and care

Evidence on file: 2 files. Attached on the following pages:
• SAMPLE written program or procedure: ppe-hazard-assessment-SAMPLE.pdf (added Nov 17, 2026)
• SAMPLE photo (illustrative): ppe-in-use-SAMPLE.jpg (added Nov 17, 2026)
Serious item: attach abatement documents if your citation says they are required (1903.19(d)).

SAMPLE

SAMPLE · fictional document for the CiteClock sample packet

Certification of workplace hazard assessment (SAMPLE)

Workplace evaluated:	Melt and casting area, Building 2 (fictional)
Hazards identified:	Molten metal splash, radiant heat, flying particles
PPE selected:	Face shields over safety glasses, aluminized gloves and jackets
Evaluated by:	Jordan Example, Plant Manager (fictional)
Date of assessment:	November 16, 2026

This document certifies that the hazard assessment above was performed (29 CFR 1910.132(d)(2)).

Signature: _____ (sample: not signed)

SAMPLE

Fictional example. Names, companies, numbers and signatures are invented for illustration. Not a real record.

Evidence for Citation 1 · Item 9 · 2 of 2 · SAMPLE photo (illustrative): ppe-in-use-SAMPLE.jpg · added Nov 17, 2026



2

Citation 1 · Item 11

29 CFR 1910.212(a)(1) · Serious

Machine guarding. Plain-English summary, not legal advice:
One or more methods of machine guarding must protect the operator and other employees in the machine area from hazards such as the point of operation, ingoing nip points, rotating parts, and flying chips and sparks. Barrier guards, two-hand tripping devices and electronic safety devices are examples.
Official text: https://www.ecfr.gov/current/title-29/section-1910.212#p-1910.212(a)(1)

Abatement date (per the fictional citation): Nov 13, 2026 · certification generally due Nov 23, 2026 (estimate)
Public record: No abatement completion recorded in the public data.

Employer confirmation: corrected on Nov 12, 2026 by installed a fixed barrier guard and a light curtain at the point of operation of the press brake, and tested the emergency stop with maintenance

Evidence on file: 2 files. Attached on the following pages:
• SAMPLE photo (illustrative): press-brake-SAMPLE.jpg (added Nov 12, 2026)
• SAMPLE repair record: work-order-4471-SAMPLE.pdf (added Nov 12, 2026)
Serious item: attach abatement documents if your citation says they are required (1903.19(d)).

SAMPLE

Evidence for Citation 1 · Item 11 · 1 of 2 · SAMPLE photo (illustrative): press-brake-SAMPLE.jpg · added Nov 12, 2026



SAMPLE · fictional document for the CiteClock sample packet

Work order 4471: press brake guarding (SAMPLE)

Vendor: Example Guarding Co. (fictional)
Machine: Press brake, line 3
Work: Supply and install fixed barrier guard and Type 4 light curtain
Completed: November 12, 2026
Tested by: Maintenance lead (fictional)

Qty	Part	Description	Amount
1	FG-220	Fixed barrier guard	$1,240.00
1	LC-4	Light curtain, Type 4	$2,180.00
6	LAB	Installation labor (hours)	$540.00

SAMPLE

Fictional example. Names, companies, numbers and signatures are invented for illustration. Not a real record.

2

Citation 1 · Item 13

29 CFR 1910.307(c)(2)(i) · Serious

Serious item under 29 CFR 1910.307(c)(2)(i)

Abatement date (per the fictional citation): Nov 20, 2026 · certification generally due Nov 30, 2026 (estimate)
Public record: No abatement completion recorded in the public data.

Employer confirmation: corrected on Nov 18, 2026 by had a licensed electrician replace the light fixtures and junction box in the classified area with equipment approved for that class of location

Evidence on file: 2 files. Attached on the following pages:
• SAMPLE invoice: invoice-20-118-SAMPLE.pdf (added Nov 18, 2026)
• SAMPLE photo (illustrative): electrician-check-SAMPLE.jpg (added Nov 18, 2026)
Serious item: attach abatement documents if your citation says they are required (1903.19(d)).

SAMPLE

SAMPLE · fictional document for the CiteClock sample packet

Invoice 20-118: classified-location fixtures (SAMPLE)

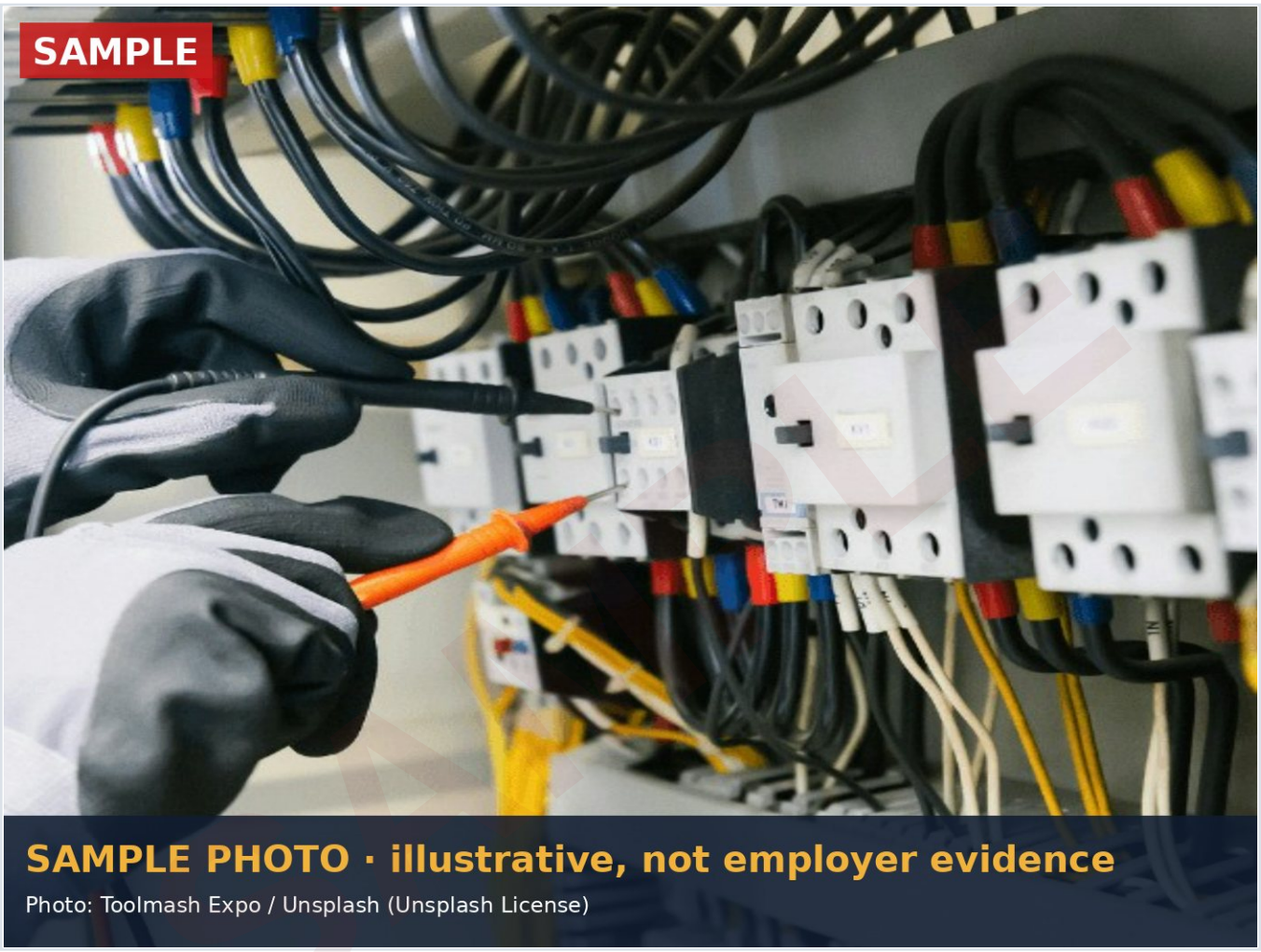
Electrical contractor: Example Electric LLC (fictional)
Location: Classified area, Building 2
Work: Replace light fixtures and junction box with approved equipment
Completed: November 18, 2026
Licensed electrician: License no. 00000 (fictional)

Qty	Item	Description	Amount
4	FX-C1D1	Approved light fixture	$1,960.00
1	JB-C1D1	Approved junction box	$310.00
5	LAB	Labor (hours)	$575.00

SAMPLE

Fictional example. Names, companies, numbers and signatures are invented for illustration. Not a real record.

Evidence for Citation 1 · Item 13 · 2 of 2 · SAMPLE photo (illustrative): electrician-check-SAMPLE.jpg · added Nov 18, 2026



2

Citation 1 · Item 14

29 CFR 1910.1200(h)(3)(ii) · Serious

Serious item under 29 CFR 1910.1200(h)(3)(ii)

Abatement date (per the fictional citation): Nov 20, 2026 · certification generally due Nov 30, 2026 (estimate)
Public record: No abatement completion recorded in the public data.

Employer confirmation: corrected on Nov 16, 2026 by trained all 22 production employees on the physical and health hazards of the chemicals in their work areas and on reading labels and safety data sheets

Evidence on file: 1 file, 1 note. Attached on the following pages:
• SAMPLE training record: hazcom-sign-in-SAMPLE.pdf (added Nov 16, 2026)
• Note: SAMPLE note: training slides and the attendance list are kept in the safety office binder.
Serious item: attach abatement documents if your citation says they are required (1903.19(d)).

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SAMPLE · fictional document for the CiteClock sample packet

Hazard communication training sign-in sheet (SAMPLE)

Training: Chemical hazards in your work area; labels and safety data sheets

Date: November 16, 2026

Trainer: Safety coordinator (fictional)

#	Employee (anonymized)	Department	Signature
1	Employee 01	Casting	(sample)
2	Employee 02	Casting	(sample)
3	Employee 03	Casting	(sample)
4	Employee 04	Casting	(sample)
5	Employee 05	Casting	(sample)
6	Employee 06	Casting	(sample)
7	Employee 07	Finishing	(sample)
8	Employee 08	Finishing	(sample)
9	Employee 09	Finishing	(sample)
10	Employee 10	Finishing	(sample)

SAMPLE

Fictional example. Names, companies, numbers and signatures are invented for illustration. Not a real record.

Notice to employees: abatement certification

Prepared with CiteClock from the employer's certification. This is not an official OSHA-issued form.

Sample Manufacturing Co. (fictional) will certify to the Occupational Safety and Health Administration that the conditions cited in inspection SAMPLE-2026 and listed below have been corrected. A copy of the certification is available from the employer on request.

- Citation 1, Item 9 (29 CFR 1910.132(a)): corrected on Nov 17, 2026
- Citation 1, Item 11 (29 CFR 1910.212(a)(1)): corrected on Nov 12, 2026
- Citation 1, Item 13 (29 CFR 1910.307(c)(2)(i)): corrected on Nov 18, 2026
- Citation 1, Item 14 (29 CFR 1910.1200(h)(3)(ii)): corrected on Nov 16, 2026

Post this notice near the place where each violation occurred, or where affected employees will readily see it, at the same time as or before the certification is sent to OSHA, for 3 working days (29 CFR 1903.19(g)).

Posted on _____

Removed on (not before 3 working days) _____

Posted by _____

SAMPLE

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Evidence index

Every file attached to this packet, the item it supports and the page it starts on. A file supports an item; on its own it does not prove compliance.

#	Item	What it is	File	Added	Page
1	Cit. 1, Item 9	SAMPLE written program or procedure	ppe-hazard-assessment-SAMPLE.pdf	Nov 17, 2026	6
2	Cit. 1, Item 9	SAMPLE photo (illustrative)	ppe-in-use-SAMPLE.jpg	Nov 17, 2026	7
3	Cit. 1, Item 11	SAMPLE photo (illustrative)	press-brake-SAMPLE.jpg	Nov 12, 2026	9
4	Cit. 1, Item 11	SAMPLE repair record	work-order-4471-SAMPLE.pdf	Nov 12, 2026	10
5	Cit. 1, Item 13	SAMPLE invoice	invoice-20-118-SAMPLE.pdf	Nov 18, 2026	12
6	Cit. 1, Item 13	SAMPLE photo (illustrative)	electrician-check-SAMPLE.jpg	Nov 18, 2026	13
7	Cit. 1, Item 14	SAMPLE training record	hazcom-sign-in-SAMPLE.pdf	Nov 16, 2026	15

Plus 1 written note, shown on the item pages.

SAMPLE

A

How to send it

Where

Send this to the OSHA Area Office listed on your citation. Address: as printed on your citation.

Steps

1. Sign and date the certification letter (page with "Abatement certification"). Only certify items that are actually corrected.

2. Attach the evidence pages for each item, and always for willful or repeat items, or serious items where the citation asks for documents (29 CFR 1903.19(d)).

3. Post the employee notice near where each violation occurred, or where affected employees will see it, no later than the day you send the certification. Leave it up for 3 working days after you send it (29 CFR 1903.19(g)).

4. Send everything to the Area Office within 10 calendar days after each abatement date. For mail, the postmark date is the date of submission (29 CFR 1903.19(h)).

5. Keep a copy of everything you send and a note of the date you sent it.

Abatement dates are shown per the public record. If a settlement, petition or informal agreement changed your dates or items, use those.

Certification is generally due within 10 calendar days after each abatement date (29 CFR 1903.19(c)).

No certification date is estimated for an item the public record shows as contested, settled or otherwise changed, or for a record not confirmed as Federal OSHA. Those items say "Verification required": check them against your citation, settlement agreement or final order.

No certification is required for an item your citation notes as corrected during the inspection (29 CFR 1903.19(c)(2)). The public data may say so too, but your citation is what counts.

Only certify items that are actually corrected. Knowingly false statements in documents required by the OSH Act are a federal offense (29 U.S.C. 666(g)).

The evidence ideas are suggestions, not a statement of what OSHA requires or will accept for a particular item.

Official sources

• 29 CFR 1903.19, Abatement verification: https://www.ecfr.gov/current/title-29/subtitle-B/chapter-XVII/part-1903/section-1903.19
• Appendix A to 1903.19, sample abatement certification letter (nonmandatory): https://www.osha.gov/laws-regs/regulations/standardnumber/1903/1903.19AppA
• OSHA Area Office directory: https://www.osha.gov/contactus/bystate

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